

Only upload the completed declaration if you are eligible for one of the top-ups.

The top-ups will be automatically taken into account when calculating your Erasmus+ scholarship.

Declaration of honor for top-ups (grants) within the framework of an Erasmus+ scholarship

I, _____ (first name and surname), born on _____
(dd.mm.yyyy) in _____ (city), hereby confirm that I will spend a stay
abroad at _____ (university/institution)
in _____ (country) in _____ (semester, year)
and am eligible to apply for the following top-up(s) in the Erasmus+ program:

Please tick	Top-up	Top-up for a stay of 60 days or more	Top-up for a stay of 5-30 days
	"Green Travel" Main means of transport: <input type="checkbox"/> train; <input type="checkbox"/> carpooling; <input type="checkbox"/> bus; <input type="checkbox"/> bike; <input type="checkbox"/> on foot	1 x 50 € "Green Travel" allowance or increased travel allowance	1 x 50 € "Green Travel" allowance or increased travel allowance
	Extra travel days for "Green Travel": ____ (max. 4 days), if the outward/ return journey takes at least 1 day longer than for a trip without "Green Travel"	Allowance per day according to the daily rate	Allowance per day according to the daily rate
	Top-up for first-generation academics *	250 €/month + travel allowance for stays outside of Europe	1 x 100 € (day 5-14) or 1 x 150 € (day 15-30) + travel allowance
	Top-up for working students *		
	Top-up for students with a child/children*		
	Top-up for students with disabilities or chronic illness (additional financial needs abroad or degree of disability of 20 or more)*		
		* If more than one category is applicable, the top-up can only be granted once.	* If more than one category is applicable, the top-up can only be granted once.

I have been informed about the conditions and criteria of the top-ups (see explanation on p. 2) and I am aware of the fact that I have to submit proofs concerning my requested top-up(s) in case of random checks by the International Center of Europa-Universität Flensburg (if necessary the original copy). I agree to keep the relevant documents for 5 years.

Students with disabilities or chronic illnesses as well as students with a child/children can choose between additional financial support via top-up or application for reimbursement of the real costs if the eligibility criteria are met (see explanation on p. 2). Funding via top-up and application for real costs can be combined, provided that two different criteria for receiving the top-up amount and receiving a reimbursement of real costs are fulfilled.

I have provided all information to the best of my knowledge and acknowledge that in case of false statements I will have to repay the granted funds in part or in full to Europa-Universität Flensburg.

Date, signature

Explanation of the top-ups

1. Top-up for “Green Travel” and travel allowance

Students can apply for this top-up if they will be using one of the following means of transport for the outward or return journey for their stay abroad (at least 50% of the travel distance): Train, carpooling, bus, bicycle, on foot.

The amount of the grant is a one-time payment of 50 euros.

For short-term mobilities and long-term mobilities outside of Europe, all participants with a top-up for categories 2-5 (first-generation academics, working students, students with child/children, disability or chronic illness) receive a **travel allowance**; for environmentally friendly travel, they receive an increased travel allowance instead of the top-up for “Green Travel”. The travel allowance depends on the distance (one way, see [EUF Erasmus+ website](#)) and only applies to stays at [non-European partner universities that have an Erasmus+ agreement with Europa-Universität Flensburg](#).

In addition, up to 4 additional travel days can be funded if more travel days are required due to the use of environmentally friendly means of transport than, for example, when traveling by plane. Travel days are funded at the respective daily rate (see [EUF Erasmus+ website](#)).

Proof of “Green Travel” is, for example, a train ticket, a carpooling confirmation (with signature) or photos taken during the bicycle trip.

2. Top-up for first-generation academics

Students whose parents have not completed an academic degree (university or university of applied sciences) can apply for this top-up. Declarations from parents must be submitted on request.

3. Top-up for working students

Students can apply for this top-up if they have been working regularly and for at least 12 months before their stay abroad with an average net income (employees or self-employed) of 450-850 euros per month, which they cannot continue during their stay abroad. The energy allowance is not taken into account in the calculation. Proof of income must be submitted on request.

4. Top-up for students with a child/children

Students who spend their stay abroad with their child(ren) can apply for this top-up. Even if several children are traveling abroad, the top-up will only be granted once. Proof such as a birth certificate or travel ticket must be submitted on request.

The top-up can also be granted to couples, provided they go abroad with two children. Double funding of one child is excluded.

5. Top-up for students with disabilities or chronic illness

Students with a degree of disability (GdB) or a chronic illness (physical or mental) can apply for this top-up. In the case of chronic illnesses or a degree of disability below 20, a medical certificate must be submitted confirming that the treatment must be continued abroad and that this will result in additional financial requirements abroad (e.g. as the costs are not covered by health insurance as in Germany). The type of illness and the extent of the additional financial needs do not have to be noted or quantified.

Application for reimbursement of real costs

Students with a recognized disability or chronic illness as well as students with child(ren) have the opportunity to apply for a grant of up to 15,000 euros per semester/30,000 euros per academic year to cover the actual additional costs of mobility abroad.

The application amount will be calculated according to personal needs and granted in addition to the regular Erasmus+ funding rate. Only additional costs that

- a. are not covered by national agencies (integration offices, health insurances, regional associations, social welfare offices, student unions)
- b. are proven to be incurred by the student as a result of the stay abroad. This includes, for example, preparatory visits, flight costs and accommodation costs for assistants traveling with the student or for barrier-free accommodation

can be taken into account. Given that the difference between the costs at home and abroad must be proven, the application process should be planned with sufficient time.